

17—20.7 (231) Declaring the winner.

20.7(1) *Tied election.* In the event of a tied election, the winner will be determined at the AAA office by a drawing to identify the winner. There shall be no runoff elections.

20.7(2) *Election certification.* Completed election certification forms supplied by the department shall be returned to the department office by the Friday following the election.

a. Certification forms not received by the due date will be approved by the department if due cause is found for the delay.

b. AAAs shall provide the department with the name and address, zip code, county of residence, telephone number and social security number of elected delegates.

20.7(3) *Replacement of a delegate-elect.*

a. In the event a delegate-elect becomes unable to fulfill the delegate role, it is the responsibility of the AAA advisory council to:

(1) Declare the seat vacant;

(2) Appoint an alternate delegate who meets all the criteria of candidates; and

(3) Within five working days, notify the department of its action. Any vacated seat may be filled until four weeks prior to the start of the session.

b. It is the option of the AAA advisory councils to provide for the selection of alternates for each election district at the time of the general election.

c. Alternates shall not be reported to the department but shall be regarded by the AAA advisory council as potential replacements for delegates-elect who become unable to perform their duties.

d. Within ten calendar days of notification, the department shall supply to the appointed alternate the credentials necessary to fill the vacated seat.

20.7(4) *AAA postelection duties.* Postelection duties of AAAs and the AAA OIL coordinators shall be to:

a. Participate in an educational opportunity provided by the department;

b. Assemble delegates in May and June to organize the delegation, and assign responsibilities and assist the delegation in selection of committee preferences to ensure broad distribution of the delegates to committees;

c. Establish a calendar of delegate activities such as training sessions, scheduling of hearings or forums, or bill drafting;

d. Submit nominations for leadership positions to the department by the first Monday in May;

e. Submit bills prioritized by the area delegates and approved by the AAA advisory council to the department by the third Monday in July; and

f. Provide delegate training that includes, at a minimum:

(1) Review of the aging network and its interrelationships;

(2) Review of delegate's commitment and responsibilities concerning advocacy;

(3) Review of the general OIL calendar of events;

(4) Review of the legislative process; and

(5) Exercises in bill drafting.

20.7(5) *Delegate assignment to committees.*

a. Committees shall be established annually by the department on the basis of the type of bills that are prefiled.

b. Delegates shall serve on only one committee, since all committees will meet concurrently.

c. Delegates who do not return their "committee preference" form will be assigned by the OIL leadership as necessary to complete committee rosters or to give the area delegation broader distribution in committees.

d. Delegates may individually arrange meetings with other members of their committee for preliminary consideration of legislative issues, to conduct orientation for novice delegates, or to meet other delegates. These meetings are optional and expenses shall not be reimbursed by the department.

